

# I-502 Marijuana

JUNE 2014

## Requirements for making cash payments to the Department of Revenue

### We encourage you to file and pay electronically

Most businesses are required to file and pay online. Using E-file is efficient and convenient.

### If you are unable to pay electronically, consider these options

Revenue accepts cashier's checks, money orders, and personal/business checks.

### What to do if you are paying in cash

When we accept payments in cash, safety is our primary concern. Help us ensure a trouble-free transaction by taking the following steps:

#### If you are paying \$20,000 or more

- Make an appointment to ensure your payment is timely; contact the Revenue office ([dor.wa.gov/contactus](http://dor.wa.gov/contactus)) you plan to visit. If you show up without an appointment, our staff may be unable to serve you the same day.
- Schedule your appointment well in advance; morning appointments are preferred.

#### Requirements for cash payments

1. Print a copy of your E-file confirmation and bring it with your payment to the Revenue office.
2. Bring the exact amount due. Overpayments will be credited to your account. Underpayments may result in penalties and interest.
3. Bring bills in the largest denomination, and band money into bundles of like denominations.
4. Complete and bring a denomination form ([dor.wa.gov/CashCalculator](http://dor.wa.gov/CashCalculator)) with your payment.

#### Helpful tips

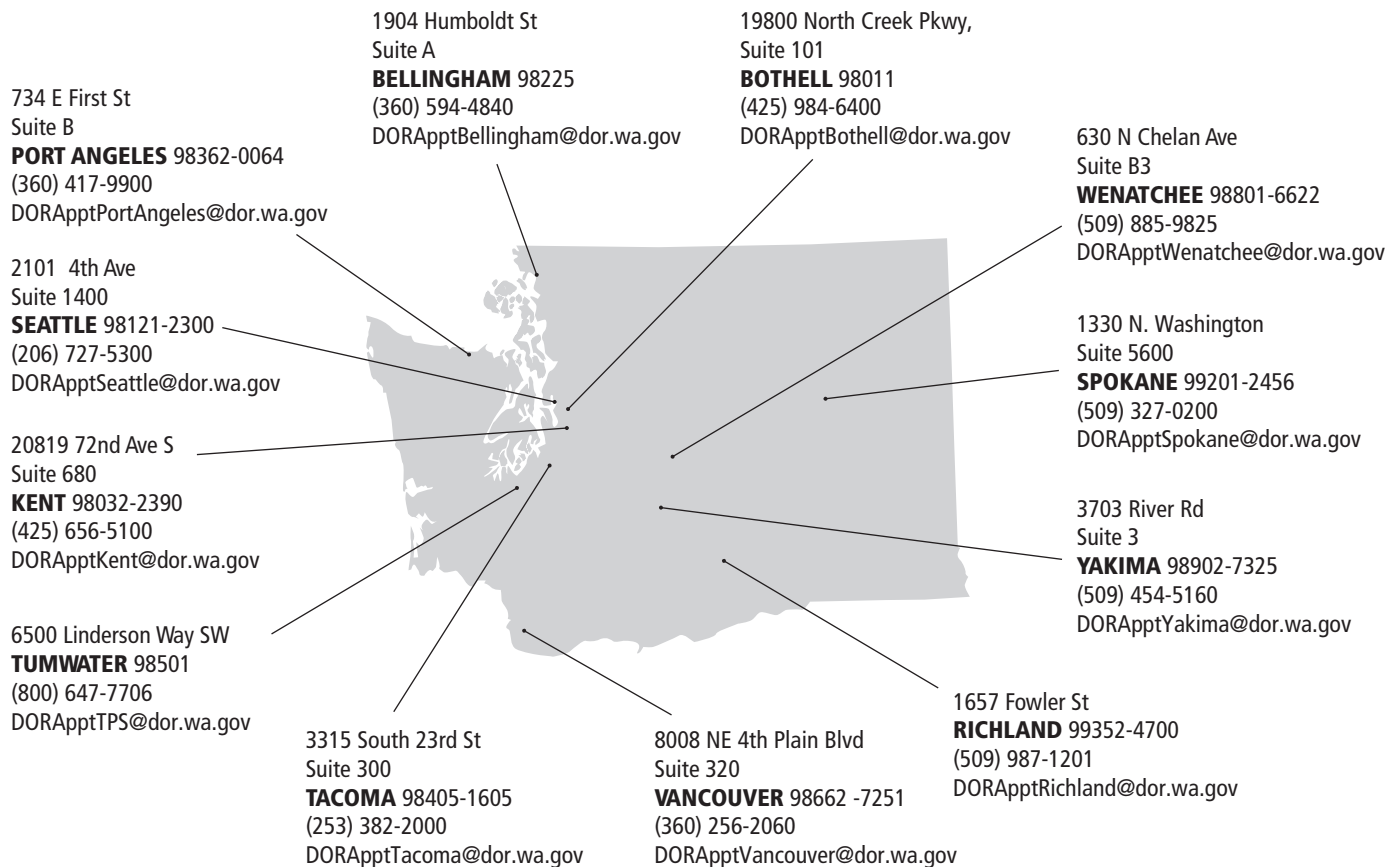
- File and pay early in the month. If you wait to pay on the due date, we may not be able to process your payment on time and you could incur penalties and interest.
- Taxes can be paid at any Revenue office. Check [dor.wa.gov/contactus](http://dor.wa.gov/contactus) for information about appointments, locations, and office hours.

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FACT SHEET

# Department of Revenue Field Offices

**To schedule an appointment to pay your taxes, email the office you plan to visit.**



**TELEPHONE INFORMATION CENTER**  
**1-800-647-7706**

**[HTTP://DOR.WA.GOV/MARIJUANA](http://dor.wa.gov/marijuana)**